

# Town of North Hempstead

## Department of Building Safety, Inspection and Enforcement

210 Plandome Road  
Manhasset, NY 11030

### Temporary Expanded Outdoor Use Permit Application for Businesses and Organizations

#### Applicant Information:

Name of Applicant: \_\_\_\_\_  
 Street Address: \_\_\_\_\_  
 City/Town: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Telephone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

#### Business / Organization Information:

Name of Establishment: \_\_\_\_\_  
 Section: \_\_\_\_\_ Block: \_\_\_\_\_ Lot(s): \_\_\_\_\_  
 Street Address: \_\_\_\_\_  
 City/Town: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

The Town of North Hempstead has created a temporary expanded outdoor use permit application for certain businesses and/or organizations that have a valid certificate of occupancy for their establishments. This temporary permit will be valid through December 1, 2020. There will be no fees associated with this temporary expanded outdoor use permit. Each business or organization operator/landowner must submit an application to the Town of North Hempstead Building Department for review and approval. All temporary outdoor activities must meet New York State social distancing guidelines and applicable New York State Uniform Fire Prevention and Building Codes.

All Town temporary outdoor expansion permit(s) are subject to change with the New York State guidelines on business reopenings and social distancing. The following requirements must be met for the application to be reviewed/approved:

#### GENERAL TEMPORARY OUTDOOR DINING REQUIREMENTS:

	MET	NOT MET	N/A
The businesses and organizations that may take advantage of this temporary expanded outdoor use permit include gyms, fitness centers, barbershops, hair salons, personal care services and religious institutions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Each applicant must submit a dimensioned (scaled) plan showing the dimensions and location of all proposed outdoor activities within a privately owned parking lot, courtyard, terrace or landscape area. Dimensioned plans can be hand drawn on an existing survey, site plan or aerial map from Google Maps/Earth, Bing, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The business/organization may expand their operating area by up to 50% of the previously approved interior floor area devoted to such use without providing additional parking spaces	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Except within a mixed-use zoning district or approved mixed-use development, no temporary expanded outdoor use area shall be established within 50 feet of a residential property.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Where necessary, sun shade may be provided either by individual umbrellas or an area-wide canopy. <b>A Town canopy or tent permit, with no fees, is required for any proposed canopy or tent.</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Use of any temporary expanded outdoor use area shall be permitted on Weekdays and Saturdays between the hours of 7:00am and 9:00pm; and on Sundays between the hours of 8:00am and 8:00pm.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Any outdoor lighting installed in conjunction with any temporary expanded outdoor use must be installed in accordance with Chapter 70 of the Town Code.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The premises on which the temporary expanded outdoor use area is to be offered <b>must have a valid certificate of occupancy and a valid public assembly license or place of assembly license, if applicable.</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
All temporary expanded outdoor use shall be in all respects compliant with all applicable provisions of the Americans with Disability Act (ADA)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
There shall be no sound amplification or public address system permitted in any temporary expanded outdoor use area. The installation, use or maintenance of radios, speakers, televisions or like apparatus and live entertainment shall be prohibited in any temporary expanded outdoor use areas.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Each applicant must submit the signature page of the Local Law which indicates that they have read the Local Law and will comply with all aspects of same. Local Law can be found on Town Website.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PRIVATE PARKING LOT OUTDOOR SEATING SPECIFIC REQUIREMENTS	MET	NOT MET	N/A
Temporary expanded outdoor use may be situated within a parking lot. Said parking lot shall be maintained in a clean and sanitary condition. <b>A minimum distance of eight feet between the area of use and the closest vehicular parking stall or access lane must be shown on the site plan and maintained at all times.</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The dimensioned plan must include a physical barrier to separate/protect temporary outdoor use areas from vehicle traffic. The use of fixed bollards, substantial planter boxes or similar substantial elements <b>weighing a minimum of 400 pounds each</b> , are examples. Highway cones and roping are not effective vehicle barriers.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Required fire lanes shall not be utilized or blocked for temporary outdoor use area.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Installation of any platform within a parking area shall be in compliance with the New York State Building Code relative to structural strength, fire safety, means of egress, accessibility, light, ventilation, and sanitary requirements.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
COURTYARD, PRIVATE SIDEWALK OR GRASS AREA SPECIFIC REQUIREMENTS	MET	NOT MET	N/A
Courtyard areas and locations within the boundaries of the property may be used as a temporary expanded outdoor use area, provided the written permission of the owner of the property on which the use is to be conducted is obtained and the requirements of this section are complied with and an unobstructed pedestrian access path of at least 60 inches is maintained and there is no obstruction of ingress and egress points.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
By affixing my signature below I affirm that I shall comply with all requirements set forth in the application and the Town of North Hempstead Local Law which I have submitted a copy of the signature page.			
Applicant's Printed Name: _____			
Applicant's Signature: _____			

